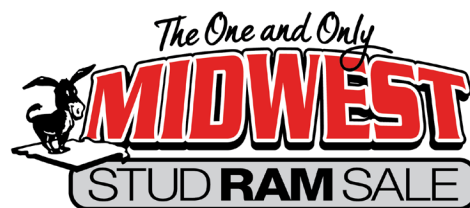


ONLINE ENTRY HELP



Start at www.midwestsale.com and click on the **Enter Online Flag** in the upper right corner

- **Login** – You will be asked to enter an **email address and password**. Write down the password so you can use it next year. (If you forget the password or can't retrieve it from a previous year, you can do a password reset, just enter as if you were a first-time user.)
- **Breed Division** – *The entry screen has a drop-down menu for each separate Breed Division. Example: Hampshires, Hampshire Wether Sires, Dorpers, White Dorpers. Scan the entire range so you enter in the correct division.
- **Class Division** – *A second drop-down menu will give you the appropriate Classes to enter. Enter classes you know or think you will bring. If you decide to bring a sheep of a different age or sex, we will change that at Check-in.
- **Flock Name and Number** – *In this field, we also ask for any christened names. We catalog this information in a specific order so it is helpful if you enter it this way.
Here are a couple of examples: **Jones JJ1701 BIG BUCK** or **Blue Mountain 1710 LITTLE BOY BLUE**
For named sheep, please put christened names in CAPITAL LETTERS (not quotes)
- **Association Number** – Fill in if your entries are already resistered. Leave blank if pending or not applicable.
- **Date of Birth** followed by **Sibling, Spider & Codon** – Fill in or use the dropdown list, otherwise leave blank and we can complete at check-in. Codon results are printed on the sale orders, and you will sign to verify those results at check-in.
- **Sire and Dam** – Fill out in the same manner as the entry. Sibling and codon/spider codes for sire and dam can be added to the respective flock tag.
- **Information Sale Day Entries** – **Make sure to click the box verifying that you don't intend to enter additional information.
***Required field — **Required for Information Sale Day entries only**
- **Footnotes** – A space at the bottom is provided for footnotes. **DO NOT use caps or quotes in footnotes.** We do edit for clarity, typos and redundancy. Try to remember to say your entry is Sired by a ram and OUT OF a ewe. If you have one footnote that applies to all entries, put that note on either your first or last one but not on all of them. **Remember to put names of sheep in ALL CAPS.** No need to repeat pedigree info for entries that are cataloged with complete information. Giving extra extended pedigree or show ring history information is perfectly acceptable.
- **Photo and Video of Entries** – Online will allow 2 photos and 1 video per entry. You can post these at time of entry or log-in at a later date and add the files. Photo and video links will appear with the entry in the online catalog only.
- **Review Screen** – Make sure to check your entries before submitting!
- **Payment** – Choose payment by check or credit card. If you choose check, please mail that right away.

Be sure you check the box that states you have read the rules and information.

You will receive a confirmation letter from us in late May, with additional pre-sale information.

www.midwestsale.com

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managed by
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